

PAKISTAN INSTITUTE OF PROSTHETIC AND ORTHOTIC SCIENCES

MINUTES OF THE PROCUREMENT / TECHNICAL EVALUATION COMMITTEE MEETING

Subject: Technical Evaluation of Bids – Third Party Audit of PIPOS

Audit Period: 2021-22 to 2024-25

Date of Meeting: 04/03/2026

Venue: PIPOS Conference Room

1. Members Present

S. No	Name	Designation	Status
1	Javaid Ghani	Head of Department	Member
2	Shoaib Ur Rehman	Admin Officer	Member
3	Muhammad Ali	Logistic Officer	Member
4	Kafeel Ahmad	Manager Finance	Member
5	Liaquat Ali Malik	Head of Department	Co-opted Member
6	Azam Khan	Audit Officer	Co-opted Member

2. Background

Tender for the Third-Party Audit of Pakistan Institute of Prosthetic and Orthotic Sciences for the period from 2021-22 to 2024-25 was floated through Advertisement No. INF(P) 642/26 in Electronic & Print Media via E-PAID Bidding, in accordance with the applicable procurement rules.

The firms submitted their Technical and Financial Proposals within the stipulated time. The Technical Proposals were opened and referred to the Procurement / Technical Evaluation Committee for evaluation in light of the criteria mentioned in the Standard Bidding Documents (RFP).

3. Step 1 – Examination for Responsiveness (Clause 5.2)

The Technical Proposal of M/s Hassan Naeem & Co., Chartered Accountants was examined against the mandatory eligibility criteria on Pass/Fail basis.

Requirement	Status
Satisfactory QCR Rating (Last 3 Years – ICAP)	✓ Pass
SBP Panel Category “A”	✓ Pass
FBR & KPRA Registration	✓ Pass
Not Blacklisted (Affidavit on Stamp Paper)	✓ Pass

[Handwritten signatures of committee members]

Decision:

The firm fulfilled all mandatory eligibility requirements and was declared responsive for detailed technical evaluation.

4. Step 2 – Technical Evaluation (Point-Based System)

The proposal was evaluated under the Quality and Cost Based Selection (QCBS) method at an 80:20 ratio, as per RFP.

Category I: Specific Experience of Consultants relevant to assignment [30 Points]

Criteria	Maximum Points	Obtained Points
International Affiliation	5	5
Specific Government / Public Sector Audit Projects	20	20
General Audit Projects	5	5
Total Category I	30	30

Result: *The firm secured full marks based on verified documentary evidence.*

Category II: Adequacy of proposed methodology and Work Plan [25 Points]

Criteria	Maximum Points	Obtained Points
Methodology for undertaking the assignment	12	12
Understanding of TOR and approach	5	5
Work Plan and activity schedule	3	3
Organization & Staffing plan	3	3
Office in Peshawar	2	0
Total Category II	25	23

Observation: *Two (2) marks were not awarded due to non-fulfillment of the requirement of physical office presence with full-time partner/representative in Peshawar.*

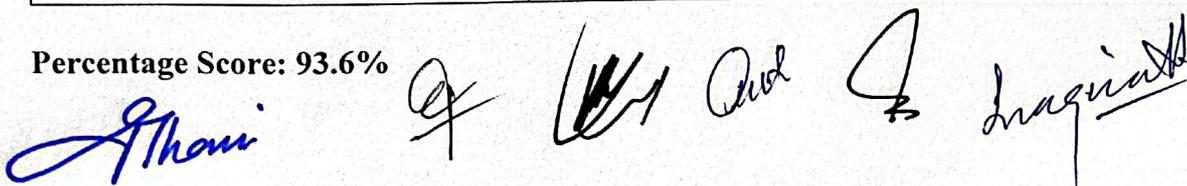
Category III: Key Professional Staff Qualifications and Competence [45 Points]

Criteria	Maximum Points	Obtained Points
Number of partners in firm	8	8
Qualifications & competence of proposed team	37	32.6
Total Category III	45	40.6

5. Grand Total – Technical Evaluation

Category	Maximum Points	Obtained Points
Category I	30	30
Category II	25	23
Category III	45	40.6
Total Technical Score	100	93.6

Percentage Score: 93.6%



6. Qualification Status

Minimum Qualification Criteria:

- Overall: 70% (70/100)
- Minimum 60% in each category

The firm secured:

- Category I: 100%
- Category II: 92%
- Category III: 90.22%
- Overall: 93.6%

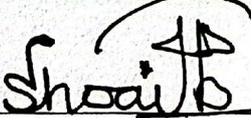
The firm has met all qualifying thresholds.

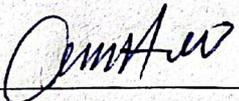
7. Committee decision & recommendation

In view of the above evaluation results, the Procurement / Technical Evaluation Committee unanimously declares: M/s Hassan Naeem & Co., Chartered Accountants - Technically Qualified for the assignment. The Committee recommends opening of the Financial Proposal of the firm in accordance with the RFP provisions and applicable procurement rules.

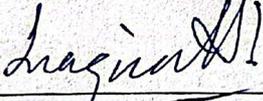
Signatures

1. Member: 

2. Member: 

3. Member: 

4. Member: 

5. Member: 

6. Member: 

Date: 04/03/2026